

E-mail Message

From: [Champion, Denise GCPE:EX \[EX:/O=BCGOVT/OU=VICTORIA1/CN=BCCOMDIR/CN=DCHAMPIO\]](#)
To: [Loiacono, Catherine GCPE:EX \[SMTP:Catherine.Loiacono@gov.bc.ca\]](#)
Cc: [Greer, David GCPE:EX \[SMTP:David.Greer@gov.bc.ca\]](#)
Sent: 2011-09-26 at 4:43 PM
Received: 2011-09-26 at 4:43 PM
Subject: Confirmation of Appointment

Catherine,

Further to our offer letter dated August 31, 2011, I am pleased to confirm that your appointment to Government Communications and Public Engagement as a Senior Public Affairs Officer, was approved and ordered on September 22, 2011 under Order in Council 462/11. As stated in our offer letter, this appointment is subject to a probationary period of 913 hours, which is equivalent to six months of full-time employment.

Please feel free to contact me if you have any questions in this regard. Welcome!

Denise

Denise J. Champion

Executive Director, Corporate Services

Government Communications & Public Engagement

Phone: 250 953-4685

Fax: 250 387-3534

e-mail: Denise.Champion@gov.bc.ca

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"<http://www.youtube.com/user/healthyfamiliesb>"

Dunn, Jennifer CITZ:EX

From: Drebett, Tracey J PSA:EX
Sent: Friday, April 13, 2012 4:44 PM
To: Hermiston, Marilee PSA:EX
Subject: FW: Acceptance Letter for Catherine Loiacono

From: Heron, Janelle GCPE:EX
Sent: Wednesday, April 11, 2012 2:39 PM
To: Drebett, Tracey J PSA:EX
Cc: Fraser, John Paul GCPE:EX; Champion, Denise GCPE:EX; Rowsell, Michelle GCPE:EX; GCPE HR GCPE:EX; Stewart, Dawn M GCPE:EX
Subject: Acceptance Letter for Catherine Loiacono

Good afternoon,

Please note the following signed Acceptance Letter from **Catherine Loiacono** for your information and further action as required.



LOIACONO,
Catherine - Acceptar

Thank you,

Janelle

Janelle Heron

Staffing and Development Officer, Human Resources

Government Communications and Public Engagement

Phone: (250) 356-0100 | **Fax:** (250) 387-3534 | **Email:** Janelle.Heron@gov.bc.ca



April 4, 2012

File: 1385-20/LOIA
Employee ID: S22

Catherine Loiacono
Senior Public Affairs Officer
Finance Communications
Government Communications and Public Engagement
PO Box 9468, Stn Prov Govt
Victoria BC V8W 9V8

Dear Catherine:

**Re: Strategic Communications Advisor
Business Leadership Role
Position # 102808; Pay list # 112-5298
Strategic Planning and Public Engagement
Government Communications and Public Engagement, Victoria**

On behalf of Government Communications and Public Engagement, I am pleased to offer you a regular Order-in-Council appointment as a Strategic Communications Advisor, assigned to Strategic Planning and Public Engagement. The start date of this appointment will be confirmed shortly, and is subject to confirmation by the Lieutenant Governor in Council. Your salary upon appointment is \$82,097.29 annually (or \$3,146.78 bi-weekly), which is 100% of the salary range established for this position. Your supervisor will be John Paul Fraser, Assistant Deputy Minister, Strategic Planning and Public Engagement.

Consistent with normal practice, you will be subject to a probationary period of 913 working hours, which is equivalent to six months of full-time employment. At the end of that time, if your performance has been satisfactory, your appointment will be confirmed.

As the duties of this position meet the requirements of the Security Screening Policy, a check must be completed. This offer of employment is subject to a satisfactory outcome of this criminal record check. New criminal records checks will be conducted periodically and at least every five years. During your employment with the BC Public Service, you will be required to notify your manager or supervisor in the event you are arrested, charged or convicted of any criminal offence.

Acceptance of this offer confirms your agreement to comply with the Standards of Conduct for Public Service Employees, a copy of which has been included with this letter.

Government Communications and
Public Engagement

Mailing Address:
PO Box 9409 Stn Prov Govt
Victoria BC V8W 9V1

Location Address:
4th Floor, 617 Government Street
General Enquiries: 250 387-1337

To indicate your acceptance of this appointment and agreement with the terms outlined in this letter, I ask that you sign in the appropriate space provided, and return this letter by fax to Government Communications and Public Engagement at 250 387-3534, no later than 4:00 p.m. on Thursday, April 5, 2012.

Failure to respond within the designated time frame will be considered a decline of the offer.

I wish you success in your new position. If you have any questions, please contact Denise Champion at 250 953-4685.

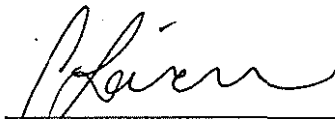
Yours truly,



for Athana Mentzelopoulos
Deputy Minister

pc: John Paul Fraser, Assistant Deputy Minister, Strategic Planning and Public Engagement
Denise Champion, Executive Director, Corporate Services
Tracey Drebett, HR Services Representative, BC Public Service Agency

☒ I accept this offer and understand all the terms and conditions of this appointment, pending approval by the Lieutenant Governor in Council.


Catherine Loiacono

April 10, 2012
Date

☐ I decline this offer.

Catherine Loiacono

Date

Dunn, Jennifer CITZ:EX

From: Heron, Janelle GCPE:EX
Sent: Thursday, April 26, 2012 11:12 AM
To: Drebett, Tracey J PSA:EX
Subject: RE: Catherine Loiacono

Hi Tracey,

Great timing! Here start date is actually today, April 26th.

Thanks,

Janelle

From: Drebett, Tracey J PSA:EX
Sent: Thursday, April 26, 2012 9:42 AM
To: Heron, Janelle GCPE:EX
Subject: Catherine Loiacono

Hi – Can you confirm Catherine Loiacono’s start date in her position as Strategic Communications Advisor with GCPE? Thanks

Tracey Drebett, HR Service Representative
HR Services | BC Public Service Agency
Website: www.gov.bc.ca/myhr
Phone: 250.952.6000 | Toll Free 1.877.277.0772



Where ideas work

PROVINCE OF BRITISH COLUMBIA
ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

Order in Council No. 288 , Approved and Ordered MAY - 4 2012


Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that the Schedule to Order in Council 656/2006 is amended as set out in the attached Appendix.



Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: Public Service Act, R.S.B.C. 1996, c. 385, s. 15

Other: OIC 656/2006

May 3, 2012

page 1 of 2

O/432/2012/27

APPENDIX

1 *The Schedule to Order in Council 656/2006 is amended by adding the following appointments:*

Column 1 Person	Column 2 Position	Column 3 Role	Column 4 Terms & Conditions
Catherine Loiacono	Strategic Communications Advisor, Government Communications and Public Engagement, Ministry of Labour, Citizens' Services and Open Government	Business Leadership	Category A

Not Responsive

Dunn, Jennifer CITZ:EX

From: Champion, Denise GCPE:EX
Sent: Tuesday, May 15, 2012 10:55 AM
To: Loiacono, Catherine GCPE:EX
Cc: Fraser, John Paul GCPE:EX
Subject: Confirmation of Appointment

Catherine,

Further to your offer letter dated April 4, 2012, I am pleased to confirm that your appointment to Government Communications and Public Engagement as a Strategic Communications Advisor, was approved and ordered on May 4, 2012 under Order in Council 288/12. As stated in our offer letter, this appointment is subject to a probationary period of 913 hours, which is equivalent to six months of full-time employment.

Please feel free to contact me if you have any questions in this regard. Congratulations!

Denise

Denise J. Champion

Executive Director, Corporate Services
Government Communications & Public Engagement
Phone: 250 953-4685
Fax: 250 387-3534

e-mail: Denise.Champion@gov.bc.ca



BC's EDUCATION PLAN

ON THE WEB: WWW.BCEDPLAN.CA

ON TWITTER: @BCEDPLAN



August 31, 2011

Catherine Lioacono

s.22

Via email to: s.22

Dear Catherine:

**Re: Senior Public Affairs Officer
Business Leadership Role
Position # 103384; Pay list # 112-5311
Labour Citizens' Services and Open Government Communications
Government Communications and Public Engagement, Victoria**

On behalf of Government Communications and Public Engagement, I am pleased to offer you a regular or for-in-Council appointment as a Senior Public Affairs, assigned to the Labour, Citizens' Services and Open Government Communications office. This appointment will be effective September 26, 2011, and is subject to confirmation by the Lieutenant Governor in Council. Your salary upon appointment is \$76,743.24 annually (or \$2,941.56 bi-weekly), which is 100% of the salary range established for this position. Your supervisor will be David Greer, Communications Director.

I am pleased to advise you that Government Communications and Public Engagement is able to offer you a three day house hunting trip and \$3,500.00 assistance towards relocation costs. House hunting and relocation assistance are recoverable on a pro-rated basis should you resign prior to completing 24 months of service. Upon acceptance of this offer, you will be provided with further details regarding your relocation reimbursement. Relocation assistance is a taxable benefit and you will be taxed accordingly.

Consistent with normal practice, you will be subject to a probationary period of 913 working hours, which is equivalent to six months of full-time employment. At the end of that time, if your performance has been satisfactory, your appointment will be confirmed.

As the duties of this position meet the requirements of the Security Screening Policy, a check must be completed. This offer of employment is subject to a satisfactory outcome of this criminal record check. New criminal records checks will be conducted periodically and at least every five years. During your employment with the BC Public Service, you will be required to notify your manager or supervisor in the event you are arrested, charged or convicted of any criminal offence.

Following your formal acceptance of this offer, you will receive an email with a link to the terms and conditions of employment equivalent to those established for Category A appointments. The email will also contain details regarding start-up paperwork, where to report on your first day of work, and other important information.

Government Communications and
Public Engagement

Mailing Address:
PO Box 9109 Stn Prov Govt
Victoria BC V8W 9V1

Location Address:
4th Floor, 617 Government Street
General Enquiries: 250 387-1327

In accordance with the Public Service Act, you will be required to swear or affirm an oath of employment. If you were previously employed by the BC public service and have already taken an oath, please advise Becky Hamilton or Linda Reed, Human Resources Coordinator, at 250 387-1420.

Acceptance of this offer confirms your agreement to comply with the Standards of Conduct for Public Service Employees, a copy of which has been included with this letter. A copy of "Your Benefits Package" is also attached to provide you with a summary of the benefit plans available to eligible employees.

As an OIC appointee, you may have the choice of opting out of the Public Service Pension Plan, if eligible. You are automatically enrolled unless you complete a Waiver of Pension Coverage form within 30 days of the date of this appointment. Copies of this waiver may be obtained through Becky Hamilton or Linda Reed.

To indicate your acceptance of this appointment and agreement with the terms outlined in this letter, I ask that you sign in the appropriate space provided, include all requested information, and return this letter by fax to Government Communications and Public Engagement at 250 387-3534, no later than 4:00 p.m. on Thursday, September 1, 2011.

Failure to respond within the designated time frame will be considered a decline of the offer.

I wish you success in your new position. If you have any questions, please contact Denise Champion at 250 953-4685.

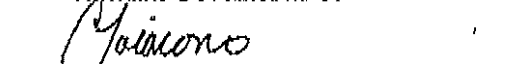
Yours truly,



Ned Sweeney
Deputy Minister

pc David Greer, Communications Director, LCTZ Communications
Denise Champion, Executive Director, Corporate Services
Connie Der, HR Services Representative, BC Public Service Agency

☒ I accept this offer and understand all the terms and conditions of this appointment, pending approval by the Lieutenant Governor in Council.


Catherine Lolocono

September 06, 2011
Date

Employee Number (if previous/current BC Government Employee): _____

Date of Birth (Year/Month/Day): _____ s.22

Social Insurance Number: _____ s.22

☐ I decline this offer.

Catherine Lolocono

Date



February 27, 2012

File: 1385-20 /LOIA
Employee ID: S22

Catherine Loiacono
Senior Public Affairs Officer
Finance Communications
Government Communications and Public Engagement
PO Box 9468, Stn Prov Govt
Victoria BC V8W 9V8

Dear Catherine:

**Re: Confirmation of Temporary Reassignment Extension
Senior Public Affairs Officer
Business Leadership Role
Position # 104189; Pay list # 112-5307
Finance Communications
Government Communications and Public Engagement, Victoria**

This will confirm that your temporary reassignment, to the above-noted position, has been extended to June 30, 2012. At the end of this temporary reassignment you will be assigned to a Senior Public Affairs Officer position elsewhere in GCPE. All other terms and conditions of employment remain unchanged.

I wish you continued success in this position. If you have any questions, please contact Denise Champion at 250 953-4685.

Yours truly,

Athana Mentzelopoulos
Deputy Minister

pc: Jamie Edwardson, Communications Director, Finance Communications
Denise Champion, Executive Director, Corporate Services
Tracey Drebbett, HR Services Representative, BC Public Service Agency



December 16, 2011

File: 1385-20 /LOIA
Employee ID: S22

Catherine Loiacono
Senior Public Affairs Officer
Labour, Citizens' Services and Open Government Communications
Government Communications and Public Engagement
PO Box 9577, Stn Prov Govt
Victoria BC V8W 9K1

Dear Catherine:

Re: Confirmation of Temporary Reassignment
Senior Public Affairs Officer
Business Leadership Role
Position # 104189; Pay list # 112-5307
Finance Communications
Government Communications and Public Engagement, Victoria

On behalf of Government Communications and Public Engagement, I am pleased to confirm your temporary reassignment effective December 19, 2011 up to March 31, 2012, from Labour, Citizens' Services and Open Government Communications to Finance Communications. At the end of this temporary reassignment you will be assigned to a Senior Public Affairs Officer position elsewhere in GCPE.

Your supervisor will be Jamie Edwardson, Communications Director. All other terms and conditions of employment remain the same.

Please feel free to contact Denise Champion at 250 953-4685, if you have any questions regarding this reassignment. I wish you continued success in your career.

Yours truly,

Neil Sweeney
Deputy Minister

pc: Jamie Edwardson, Communications Director, Finance Communications
Denise Champion, Executive Director, Corporate Services
Connie Der, HR Services Representative, BC Public Service Agency

Information and Communications Technology (ICT) Agreement

Information Management and Information Technology Management

I, Catherine Loiacono, have received a copy of the Standards of Conduct and Chapter 12, Core Policy and Procedures Manual and understand my responsibilities regarding the appropriate use of government information and communications technology.



Employee Signature

Sept. 26, 2011
Date

Pc: BCPSA HR Client Services for Employee Personnel File

Re: Policy Statement - Standards of Conduct

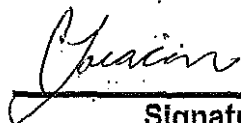
Policy concerning Standards of Conduct may be found at
<https://employee.gov.bc.ca/src/sections.cfm?sectionID=455>

The objectives of this directive are to describe the standards of conduct expected of employees and to define Employer and employee responsibilities related to them. Public Service employees who breach the policies in this directive may be subject to disciplinary action up to and including dismissal.

You will note that some of the principles described in this statement are reflected in the Oath of Employment taken by all employees upon entering the Public Service. Would you please ensure you read the directive and adhere to the principles declared and the procedures to be followed, noting especially the accountabilities of employees.

Please sign the statement at the bottom of this memorandum and return to Client Services, BC Public Service Agency within ten working days. Please retain the attached policy statement for your records.

I hereby acknowledge that I have received a copy of the policy on Standards of Conduct and that I have read and understood this policy.



Signature

Catherine Loiacono

Name

Sept. 26, 2011

Date